IMAC Information Technology Subcommittee
Minutes - Thursday, January 8, 2004

Attendees: Jim Jones, Luann Page, Debbie, Bigler, Marty Carreras, Tricia Bless, Pam Waffle, Tony Sis, Bill Blank, Sara Edmonds, Laurie Teubert, Jill Jokela, Bob Martin, Divya Nidhi, Melissa Otter, Diane Peterson (via teleconference)

Minutes By: Jim Jones

The meeting minutes from December 11, 2003 were approved as written.

1. Melissa Otter reviewed last month's CARES changes:

   - CAF Addendum was added to the CARES Combined Application Form. It prints before the signature page, though we're looking at moving it so that it prints after the signature page. Bill Blank reported that Juneau County seemed to still be printing blank pages on NH CAFs. Melissa will look into this problem.
   - Alert 246 (Child Support) was eliminated.
   - DXLI was changed and now allows workers to go back to AFLQ.
   - There will no longer be a DXBM when the UC match runs.
   - The reduced reporting notice now prints when workers run with dates.
   - The system was changed to accurately reflect the change in the joint assets policy for Medicaid.
   - The Medicaid Notice Roll-up was implemented. We are estimating a savings of $1,000 a day in printing and postage cost. We also estimate that workers will receive fewer phone calls from recipients who do not understand their Medicaid notice. The group reported a problem when the case was run through eligibility multiple times during a day. When this happens and the worker tr4ies to suppress all except the last one, it suppresses them all. Melissa will be working with Evie to determine whether this is a system problem or a miscommunication to workers of the way that notice suppression works.

2. CARES Changes – January 2004

   - Several minor fixes to CARES
   - Move CAF addendum after the signature page
   - Use the MQ code for Annuities that count for Medicaid (Jim explained the coming annuities policy change).
   - SWICA Match Change

3. State/County Information Technology Conference

   Bob Martin explained to the group that DWD and DHFS were planning a conference to discuss state systems in the spring of 2004. He explained that counties will be asked to send representatives who experts on IT infrastructure/software and also users of state systems. The Host-on-Demand application is on the agenda, but Bob asked the group to think of other ideas that would be of interest to county representatives. It was suggested that we have demo's of the worker web, the self-assessment tool, and

other up-coming CARES changes at the conference. We'll talk more about this at the next meeting.

4. BadgerCare Employer Verification Process

The group discussed the BadgerCare Employer Verification process at length. County representatives expressed concern over:

- The loss of control over their cases when central processing is involved (Jim explained that the state was only assisting counties with the mailroom, filing of information in the electronic case file and data entry of information. The worker will still be responsible for reviewing the information provided, and running and confirming eligibility).
- Cases where eligibility needs to be run immediately for an urgent medical need; (Jim will take this issue back to the work group and return with a solution). As we talked about these specific situations, Tony Sis suggested that the system should be able to issue a temporary Medicaid ID card at the local agency.
- The affect of the addition of the process to the overall application and review process.

5. Pathlore Learning Management System

Tricia Bless, CCDET, explained that the new Pathlore training system was being rolled out over the next several months. She explained that using Pathlore allows the state to consolidate all of its training efforts into a single system to make it easier for workers to use and to provide a convenient reporting mechanism for state and county needs. She explained that in February 2004, the first Pathlore based training sessions will occur – Transitional Food Stamps and Reduced Reporting, Phase II-A.

There will be WisLine Web Session where state and CCDET staff can provide updates on Pathlore and answer any questions of local agency supervisors and staff. In addition, CCDET staff will attend regional meetings to do demonstrations and get feedback.

6. Update on Web Initiatives

Marty Carreras, Deloitte Consulting, told the group that Deloitte and the state are finalizing the system document. He also said that Deloitte would being the initial development and construction of the CARES Worker Web beginning in January 2004.

7. CARES Wish List Review & Recommendations

The group continued its review of county suggestions for CARES fixes and changes. The group agreed that a new column needed to be added to the report that explains the disposition of the suggestion. The disposition column would contain the status of

the suggestion, including: Requested Changes that have been implemented, Those being researched, Those that will be including in a future change (Worker Web), and other ideas that cannot be implemented (and why). Debbie Bigler will be sending a copy of the report to Jim Jones. He will add the column and ask state systems analysts to indicate the status for each suggestion.

Next Meeting: February 12, 2004
DHFS Building - 1 West Wilson St. – Room #672